

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

AUGUST 10, 2015

The Miami Township Board of Trustees met in work session on Monday, August 10, 2015 at the Miami Township Civic Center. Chairperson Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mary Makley Wolff, Karl Schultz, and Ken Tracy.

Ms. Thompson presented a proposal for Wireless upgrades at the Civic Center noting this will provide full coverage of the Civic Center including the Emergency Operations Center. It will improve the power, signal range and creates redundancy in access should one cable become disabled. This project also replaces switches that are part of the Township's older technology infrastructure and keeps them up to date with the latest firmware and support. The cost of the upgrades to the wireless system will be \$22,234 and the cable work would cost \$4,385. It was noted that \$25,000.00 was budgeted for this project for 2015. This will be an action item for the August business meeting.

Chief Kelly updated the Board regarding upgrades to the air compressor system, at the Central Station, that is used to refill the air cylinders on each Self Contained Breathing Apparatus. The current system was designed to support the old version of the SCBA and does not adequately support the change to the new version of SCBA. The 2015 budget included \$7,000.00 for this upgrade. This will be an action item at the August business meeting.

Chief Kelly presented information regarding a three-year repaving project to resurface the parking lots and access drives at all three fire stations. Chief Kelly advised the Central Station was done first and he is requesting the Board approve, at their August business meeting, the South Station be paved by JK Meurer Corporation. JK Meurer Corporation came in low bid of three that were received and they will do the most extensive work. The quote from JK Meurer Corporation was \$26,640.00. The paving of the South Station was in the 2015 budget. This will be an action item at the August business meeting.

Chief Kelly presented a request for approval to purchase additional water rescue equipment to support their new water rescue program. The request is for five (5) additional protective suits and various types of water rescue rope, bags and tethers that go hand in hand with the new protective suits. The five (5) suits would cost \$3,500, which includes a regional group purchase that includes a discount because of the group ordering, and the additional gear would be \$1,900. This will be an action item at the August business meeting.

Mr. Musselman, Service Director, updated the Board on several projects. The Middleton Way No Parking signs have gone up around the area of the street island and he has received no complaints. Mr. Musselman is working with David Williams and Associates and Recreation Outlet to develop a plan for replacing the existing play structure at Miami Meadows Park. The Board wanted drawings of the proposed replacement available for the public to view so residents can give input. Mr. Musselman met with Skeets Humphries and Mr. Humphries advised he cannot provide the level of service we are seeking for some building maintenance projects. Mr. Musselman will continue with the Viox process. Mr. Musselman noted the 2015 resurfacing project was awarded to Barrett Paving and they are currently scheduled for late September. With no concrete curb in the project the grind and overlay should go relatively quickly. The Board asked that next year's paving be done earlier so it can be finished by early August. Mr. Musselman agreed and said his goal is to get the paving done before school starts. The digital sign project is continuing and Mr. Musselman asked for clarification with keeping consistent signs. The Board stated they want our logo, name and font consistent with the Gateway sign. The Board agreed with having the signs consistent and asked Mr. Musselman to work with Brian Elliff, Township Planning and Zoning Administrator for feedback. The Board also asked Mr. Musselman to make sure the Board sees and approves all signs. The Eagle Scout Project is moving forward as planned. Mr. Musselman stated he is working with the

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

AUGUST 10, 2015

County Engineers office on the Dry Run Road slide. Roberts Engineering is working on the most cost effective and long lasting solution. The County Engineer is going to include this with their OPWC application for 2016. Mr. Musselman noted there is a class action lawsuit with highway salt and our information was submitted. Mr. Musselman advised of several purchase orders that will need their approval and updated the Board regarding the Service building roof. The bids he received were quite different. He will do further work to determine which repair will fix the problem. The Board asked Mr. Musselman to check into a part of a paved trail at Miami Meadows Park that an adjoining subdivision owns and who maintains that. The Board asked about the lights on the 28 Boulevard and Mr. Musselman advised he was supposed to have had information from the contractor but has not received it. The Board asked if he was looking into grants for the sidewalks at the Korean War Memorial and Mr. Musselman stated he is not that far along.

Chief Kelly advised he is requesting the Board consider a new position that would help assist their current medical director. We currently have a part-time employee who is a Physician's Assistant and has requested to be moved to volunteer status and is willing to give up his normal hourly rate in favor of this new volunteer position due to time constraints with his full time profession. The job description was presented to the Board and the Board asked that the job description include that the Physician's Assistant will be supervised by Dr. Rob Lambert. Chief Kelly stated that would be a part of the job description. This will be an action item at the August business meeting.

Mr. Brian Elliff, Planning & Zoning Administrator, advised the Board that they will hear Zoning Case #540 on August 11, 2015 at 7:00 p.m., they need to set a hearing date for Zoning Case #541 and advised he would like to get the word out about the Board of Zoning Appeals and Zoning Commission member vacancy. This advertising will be done by press release, on social media, on our website and on our cable access channel.

Mr. Elliff advised he will have a nuisance abatement resolution for the Board at their business meeting.

The Board noted that weeds are becoming more visible on Wolfpen Pleasant Hill Road and sidewalks and asked the Service Department to see what they can do about it. Mr. Musselman stated he has instructed staff to take care of it.

Chief Kelly is requesting authorization for out of Township travel for his self and Mr. Musselman to attend the FIERO Fire Station Design Symposium. It is a three day in depth conference that is viewed highly in the industry as the place to go for the latest information regarding fire station design and construction. The cost would not exceed \$2,900.00 and will be held September 27th through October 1st. This will be an action item at the August business meeting. The Board asked if this conference is essential for them to attend. Chief Kelly stated it is essential in order to get the best ideas for the layout of a new fire station.

Mr. Musselman and Assistant Chief Mills advised the Board of issues with residents putting dumpsters or Pods on Township roads and causing some vehicle sight problems. Mr. Musselman is suggesting a resolution restricting right of way parking. Joe Braun, Township Law Director, advised he has been working with the Police, Fire and Service Departments with regards to the problems. The Board asked for more information regarding this issue.

Ms. Thompson updated the Board on the Affordable Health Care Act noting the payroll department will be required to provide forms to the employees and the IRS. Our current payroll software will need an upgrade to comply. The Historical Society would like to donate a small display case to the Township for display of items significant to Miami Township. The Historical Society will monitor the display and rotate the items displayed. The Board asked

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

AUGUST 10, 2015

that possibly historical items associated with names, i.e. Paxton Ramsey, be displayed and to also work with the Loveland Historical Society.

Mr. Schultz moved to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official pursuant to Section 121.22(G)(1) of the Ohio Revised Code; to conference with counsel related to pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Tracy with all voting “AYE”.

Mr. Tracy made a motion to come out of Executive Session, seconded by Mr. Schultz with all voting “AYE”.

Mr. Tracy made a motion to accept the resignation of Christine Thompson, as Administrator effective August 10, 2015, seconded by Mr. Schultz with all voting “AYE”.

Mr. Tracy made a motion to appoint Fire Chief Steve Kelly as Acting Township Administrator effective August 10, 2015 at 1:45 p.m., seconded by Mr. Schultz with all voting “AYE”.

Mr. Schultz moved to set a public hearing for Zoning Case #541 for September 1, 2015 at 7:00 p.m., seconded by Ms. Wolff with all voting “AYE”. Mr. Tracy stated he has been advised by legal counsel to recuse himself from this public hearing.

With no further business to come before the Board the meeting was adjourned at 1:48 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Mary Makley Wolff, Chairperson